

**Subject:** Re: Site Plans and Other Infor for Halloween Town Fair Event Permit  
**From:** Donald Duckworth <[duckworth.donald@gmail.com](mailto:duckworth.donald@gmail.com)>  
**Date:** 09/14/2011 10:56 AM  
**To:** "Alan K. Babin" <[alan.babin@lacity.org](mailto:alan.babin@lacity.org)>

Thanks Alan.

On Wed, Sep 14, 2011 at 10:38 AM, Alan K. Babin <[alan.babin@lacity.org](mailto:alan.babin@lacity.org)> wrote:

Donald,

I will have your Permit and preliminary site plan approval available for you to come down and pay by tomorrow. I also need from you, a blow up cut out of your beer garden area set up with the complete sq footage of that area so that I can give you an occupant load for that area.

Thanks,

On Thu, Sep 8, 2011 at 6:54 AM, Donald Duckworth <[duckworth.donald@gmail.com](mailto:duckworth.donald@gmail.com)> wrote:

Good Morning Alan...

The completed packet is attached. We have specialist vendors but this is really an in-house WTC BID production, so I did not fill-in the "contractor or vendor" information.

Do you want me to send the original? Can I come down next week to pay the fee and pull the permit?

Thanks Alan. Let me know if we can assist in any way.

On Wed, Sep 7, 2011 at 8:58 AM, Alan K. Babin <[alan.babin@lacity.org](mailto:alan.babin@lacity.org)> wrote:

Hello Donald,

Here is the event packet that I need you to complete in order for me to finalize your event plans. Please complete and email back to me. If you have any questions please call.

Thanks,

On Tue, Sep 6, 2011 at 2:50 PM, Donald Duckworth <[duckworth.donald@gmail.com](mailto:duckworth.donald@gmail.com)> wrote:

Good Morning Alan...

Per our discussion last week, attached are the referenced materials in support of our Fire Department Permit for the Westchester Halloween Town Fair event to be held October 22, 2011.

Out TSE Permit # is 11410-90000-01749.

Let me know how I may assist further.

Since we need to submit your permit to others (ie County Health Department and Police Commission), I'd like to come down and pay for and receive our Fire Permit as soon as possible.

Thanks Alan.

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Inspector Alan Babin  
Public Assemblage Unit  
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